



COUNTY OF LOS ANGELES

SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS
372 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012
(213) 974-1465 or (213) 974-1431
Website: <http://sbc.lacounty.gov>

FOUNDER
Mrs. Sybil Brand

CHAIRPERSON
Mrs. Eleanor R. Montaña

VICE CHAIRPERSON
Mr. Frank S. Bacio

Ms. Barbara Bigby
Ms. Rita Hall
Mr. John A. Hammargren
Mrs. Anne S. Hill
Mr. Carl E. Moore

MINUTES OF THE **SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS** **MEETING OF JUNE 2, 2010**

CALL TO ORDER

Chairperson Montaña called the meeting to order at 10:00 a.m.

OPENING CEREMONIES

Chairperson Montaña led in the Pledge of Allegiance followed by a moment of silence.

ATTENDANCE

Present

Chairperson Eleanor R. Montaña
Vice Chairperson Frank Bacio
Barbara Bigby
Rita Hall
John Hammargren
Anne S. Hill
Carl E. Moore

Staff

Angie Montes, Acting Division Chief of Commission Services
Lee Millen
Nyla Jefferson
Sandra Barbee, Administrative Deputy, Treasurer and Tax Collector's Office

APPROVAL OF MAY 19, 2010 MEETING MINUTES

On motion of Commissioner Hammargren, seconded by Commissioner Hill and unanimously carried, the minutes of the meeting of May 19, 2010 were approved with the following edit:

Page 2, last paragraph, last sentence, ...“effective December 14, 2009, but not yet implemented.”

CHAIR’S REPORT

Chairperson Montaña requested that the Commission adjourn in memory of Art Linkletter.

TREASURER’S REPORT

Vice Chairperson Bacio reported that the current bank statement balance of the Commission’s Charitable Fund is \$1,510.93.

STAFF REPORT

Staff distributed the following:

- The first draft of the Sybil Brand Commission’s By-Laws, with sample By-Laws from other commissions.
- An e-mail from Lisa Campbell-Motton, Probation Department, requesting the Commissioners’ participation on June 9, 2010 on the Peer Quality Case Review program at the Edelman Courthouse Branch, Casa Conference Room, First Floor. Chairperson Montaña and Commissioner Bigby are confirmed to participate and Vice Chairperson Bacio, and Commissioners Hall, Hammargren, and Hill will also attend.

COMMISSIONERS’ REPORTS ON GROUP HOMES AND/OR DETENTION FACILITIES INSPECTIONS FROM MAY 20, 2010 TO JUNE 1, 2010

Five Acres – 19, #3 – Commissioner Bigby The facility was visited on May 20, 2010, and found to be in unsatisfactory condition. **Areas of Concern:** Remove old computers and junk from backyard; updated copy of the License needs to be posted; refill and mount the fire extinguisher on the wall; update the medical kit; more comforters and blankets are needed; a seven-day supply of food is not in stock; the Needs and Services Plans are not on site; all bedrooms need cleaning; and emergency phone numbers and the evacuation plan are not posted. A follow-up inspection is planned for next week.

Compton Courthouse Branch – Vice Chairperson Bacio, and Commissioners Hall and Moore The facility was visited on May 20, 2010, and found to be in satisfactory condition. **Areas of Concern:** There was no hot water for staff, and lock-ups need painting.

Children Are Our Future (Harvey House) – 8, #3 – Commissioners Bigby and Hill The facility was visited on May 21, 2010, and was found to be in satisfactory condition. The last visit was on October 20, 2009, and there is now a big improvement. **Areas of Concern:** Bathroom #2 needs new tub, caulking and painting; a cabinet and the lights need repair; all 3 bedroom windows require screens and blinds; the dresser drawers in all 3 bedrooms need repair; and a stronger and longer bed frame is needed in bedroom #2.

Moore's Cottage – 30, #1 – Commissioners Bigby and Hill The facility was visited on May 25, 2010, and there was no one home.

Teen's Happy Home #1 – 43, #2 – Vice Chairperson Bacio and Commissioners Hall and Moore The facility was visited on May 25, 2010, and was found to be in satisfactory condition.

Children Are Our Future (Terry House) – 8, #4 – Commissioners Bigby and Hill The facility was visited on May 26, 2010, and was found to be in satisfactory condition. The last visit was on January 21, 2010, and everything is much better. **Areas of Concern:** The kitchen oven door is on back order; the blinds in bedroom #1 need replacing (on order); and new carpet is needed throughout the house.

Norwalk Sheriff's Station – Chairperson Montaña The facility was visited on May 26, 2010, and was found to be in satisfactory condition.

Los Padrinos Juvenile Probation Hall – Vice Chairperson Bacio and Commissioners Hall, Hammargren and Moore The facility was visited on May 27, 2010, and was found to be in satisfactory condition. **Areas of Concern:** Suicide kits are not located throughout the facility; linen closet was in disarray and linens were in small quantities; there were no hair care products for African-Americans; and security cameras are needed throughout the facility.

Aviva Center (Hamburger Home) – 1, #4 – Chairperson Montaña The facility was visited on May 27, 2010, and found to be in satisfactory condition.

Children Are Our Future (Howard House) – 8, #2 – Commissioners Bigby and Hill The facility was visited on May 27, 2010, and found to be satisfactory condition. Last visit was on April 4, 2010, and everything currently is in good condition. **Area of Concern:** No Needs and Services Plans on site.

Downey Courthouse Branch – Chairperson Montaña The facility was visited on May 28, 2010, and found to be in satisfactory condition.

Camp Joseph Scott – Chairperson Montaña and Commissioner Hammargren The facility was visited on June 1, 2010, and found to be in unsatisfactory condition. **Areas of Concern:** The camp was filthy; grass needs mowing (a fire hazard); the main washing machine leaked copiously; barbwire was off and on in some places; trash and dirty laundry was on the floor; the facility had an unpleasant odor; there was inadequate staffing and no staff training provided; and no suicide kit. The Commission plans to revisit the camp next week to speak to Camp Superintendent Cook and re-inspect the facility.

O'Connor and Atkins Home – 31, #2 – Commissioner Hall and Moore The facility was visited on June 1, 2010, and found to be in satisfactory condition. The home was remodeled and was in excellent condition. **Area of Concern:** The owner is having problems obtaining Form 709 from a specific social worker.

COMMISSION BY- LAWS

The Commission reviewed the draft By-Laws. Following review, the final draft will not include "and toy loan facilities." in Article IV, Powers, Duties and Membership, first bullet, last sentence.

Sandra Barbee, Administrative Deputy, Treasurer and Tax Collector's Office and former Commission Services Division Chief, advised the Commission to consult with County Counsel, review the ordinance, Robert Rules of Order, and boiler plate By-Laws to address recommendations to modify the document, including appropriate election and re-election procedures.

Commissioner Moore motioned, seconded by Commissioner Hall to direct staff to add language in the By-Laws for the election of officers and develop the process to conduct elections/re-elections. A vote followed: Noes – 4, and Ayes – 3. The motion failed.

Discussion ensued on reporting absences. On motion of Commissioner Bigby, seconded by Commissioner Hill and unanimously carried, Article VII, Section 2, will include: "Commissioners shall contact the Chairperson to report meeting absences, and in the absence of the Chair to contact staff, with the understanding that staff is letting the body know who is attending the meeting, but the Commission is not making staff accountable for approving/excusing absences."

Following further discussion, on motion of Commissioner Hammargren, seconded by Vice Chairperson Bacio and unanimously carried, the Commission approved the following edit in Article VIII, Inspections, Section 2., Follow-up Visits, "... conducted within ~~30~~ 45 days..."

NEW BUSINESS/ANNOUNCEMENT

Commissioners Hall and Moore announced that they will not be attending next week's Sybil Brand Commission meeting due to a scheduling conflict.

PUBLIC COMMENT

There was none.

ADJOURNMENT

The meeting was adjourned in memory of Art Linkletter, Radio and Television Personality at 12:05 p.m.